



Policy: 3030  
Procedure: 3030.07  
Chapter: Medical Services  
Rule: Health Assessment

Effective: 09/12/06  
Replaces: 3030.07  
Dated: 07/20/06

### Purpose:

The Arizona Department of Juvenile Corrections (ADJC) Medical and Behavioral Health Services Division ensures juveniles receive initial and periodic health assessments in the facilities to include an intake and receiving screening and physical exam.

### Rules:

1. The **QUALIFIED HEALTH CARE PROFESSIONAL (QHCP)** shall
  - a. Communicate information about the availability of, and access to, health care services orally and in writing to juveniles upon their arrival at the secure facility;
  - b. Ensure the information is presented in a form and/or language they understand in accordance with Procedure 3040.01 Access to Care.
2. The **QHCP** shall perform a receiving screening by immediately completing the Receiving Screening Form to determine if juveniles are medically cleared for admission.
  - a. Juveniles are not eligible for admission if unconscious, semiconscious, bleeding, mentally unstable or otherwise in need of urgent medical attention;
  - b. New juvenile commitments shall meet the requirements of Procedure 4011.01 Legal Requirements for Admission.
3. **JUVENILES** shall comply with the completion of the physical examination, tuberculosis (TB) screening, and related TB medication requirements.
  - a. If a juvenile refuses examination, treatments, and or procedures the **QHCP** shall refer to Procedure 3040.07 Refusal of Health Services;
  - b. If the juvenile refuses the initial physical examination and/or TB screening and related medical treatment and/or if there is a possible communicable disease concern, the **MEDICAL DIRECTOR OR HIS/HER DESIGNEE** may medically isolate the juvenile until the juvenile complies with the specific request or is medically cleared.
4. The **QHCP ON DUTY** shall complete the Receiving Screening Form immediately and the Past Medical History Form within four hours of a new juvenile admission as part of the intake medical receiving process. The **QHCP** shall identify and address immediate health care needs as well as isolate any potentially infectious juveniles until further evaluation.
  - a. If a juvenile arrives at a time when there is no QHCP on site, the **INTAKE OFFICER** shall notify the on-call Correctional Registered Nurse Supervisor (CRNS) and the **CRNS** shall ensure that a QHCP completes the receiving screening within 12 hours of the juvenile's arrival;
  - b. The **MEDICAL DIRECTOR OR HIS/HER DESIGNEE** shall medically isolate the juvenile until s/he is medically cleared.
5. Within seven days of the arrival of the new admission, the **MID-LEVEL PROVIDER OR PHYSICIAN** shall perform a complete health assessment on each juvenile to include:
  - a. A review of the:
    - i. Admitting receiving screening;
    - ii. Past medical history; and
    - iii. Immunization history;
    - iv. A recording of vital signs and vision and hearing test results.
  - b. A comprehensive physical examination including the following:
    - i. Hemoglobin at a minimum;
    - ii. Urinalysis (UA);

- iii. PPD, if needed;
  - iv. Syphilis (RPR) or (VDRL);
  - v. Gonorrhea and Chlamydia tests (urethral, cervical or urine specimens);
  - vi. HIV testing (with juvenile's consent);
  - vii. Hepatitis C virus testing;
  - viii. Females receive:
    - (1) Breast exam and instruction on self breast exam;
    - (2) Pelvic exam;
    - (3) Pap Smear with reflex HPV typing;
    - (4) Urine pregnancy test;
    - (5) Wet Mount evaluation of vaginal secretions.
  - ix. Males receive:
    - (1) Genital exam and instruction on self testicular exam.
  - c. Identification of any juveniles with acute and chronic medical and mental health conditions and initiation of appropriate therapy;
  - d. Assignment of activity level.
6. Within seven days of the arrival of a parole violator, the **MID-LEVEL PROVIDER OR PHYSICIAN** shall perform a complete health assessment on each juvenile to include:
- a. A review of the:
    - i. Admitting receiving screening;
    - ii. Past medical history; and
    - iii. Immunization history;
    - iv. A review of vital signs and vision and hearing test results;
    - v. A review of juvenile's Medical Record to ensure the following have been completed within the last year:
      - (1) Hemoglobin at a minimum;
      - (2) Females:
        - (a) Pap Smear with reflex HPV typing.
  - b. A comprehensive physical examination including the following:
    - i. Urinalysis (UA);
    - ii. PPD (TB), if needed;
    - iii. Syphilis (RPR) or (VDRL);
    - iv. Gonorrhea and Chlamydia tests (urethral, cervical, or urine specimens);
    - v. HIV testing (with juvenile's consent);
    - vi. Hepatitis C virus testing;
    - vii. Females receive:
      - (1) Breast exam and instruction on self breast exam;
      - (2) Pelvic exam;
      - (3) Urine pregnancy test.
    - viii. Males receive:
      - (1) Genital exam and instruction on self testicular exam.
  - c. Identification of any juveniles with acute and chronic medical and mental health conditions and initiation of appropriate therapy;
  - d. Assignment of activity level.
7. After intra-agency transfer of a juvenile or upon a juvenile's return from a furlough:
- a. The **RECEIVING SECURE FACILITY'S QHCP** shall evaluate a juvenile face-to-face immediately no later than one hour after arrival by completing the receiving screening form.
    - i. When the juvenile's medical record or health information transfer summary comes with the juvenile and is immediately available to the QHCP, a transfer screening face-to-face encounter focuses on observation of appearance and behavior and problems the juvenile recounts that occurred during the transfer process;

- ii. When the juvenile's medical record or health information transfer summary is not available to the QHCP, a face-to-face transfer screening encounter, at a minimum, includes:
    - (1) Identification of acute and chronic health conditions;
    - (2) Evaluation of suicidal risk;
    - (3) Review of any allergies; and
    - (4) Observation of appearance and behavior.
  - b. The **QHCP** shall review each incoming juvenile health record or summary within 12 hours of arrival and shall:
    - i. Initiate continuity of care;
    - ii. Identify missing initial assessments (health, mental health, and dental) and schedule any required assessments; and
    - iii. File records from the sending secure facility in the current medical record.
  - c. The **QHCP** shall immediately document, date, and record time of the receiving screening for transfers/returns upon completion along with his/her signature and title.
- 8. A **QHCP** shall ensure juveniles receive an annual physical examination each year from the date of their most recent physical exam. The **QHCP** shall review, administer, and update immunizations as clinically indicated or as directed by signed nursing protocol.
  - a. Annual exam requirements include:
    - i. PPD (TB);
    - ii. Vision Screening;
    - iii. Hearing Screening;
    - iv. UA;
    - v. Hemoglobin at a minimum;
    - vi. Comprehensive physical exam:
      - (1) Females receive:
        - (a) Breast exam and instruction on self breast exam;
        - (b) Pelvic exam;
        - (c) Pap Smear with reflex HPV typing;
      - (2) Males receive:
        - (a) Genital exam and instruction on self testicular exam.
- 9. **HEALTH PERSONNEL** shall make every effort to conduct medical examinations and treatment encounters in private. **HEALTH PERSONNEL** may include Security personnel if the juvenile poses a probable safety risk. All **ADJC EMPLOYEES INCLUDING SECURITY EMPLOYEES** shall attend training on privacy policies relating to confidentiality of health information.
- 10. The **QHCP** shall utilize a medical chaperon when performing breast, rectal, and genital examinations on juveniles.
- 11. **CLINICAL PERSONNEL** shall conduct routine clinical encounters in the medical and dental examination and treatment rooms which can accommodate the necessary equipment, supplies, and fixtures.
- 12. The **QUALIFIED MENTAL HEALTH PROVIDER (QHMP)** shall ensure Mental Health services are provided in an area with private interview space for both individual assessment and for group treatment if needed.
- 13. **ALL QHCPs** are prohibited from the collection of forensic information of a physical or psychological nature from a juvenile that may be used against him or her in disciplinary or legal proceedings. Biomedical, behavioral, or other research using juveniles as subjects shall be consistent with established ethical, medical, legal and regulatory standards for human research in accordance with Procedure 1130.01.

**Procedure No. 3030.07 Health Assessment**

**Page 4 of 4**

14. The **QHCP** shall address the overall health and wellness of the juvenile as a part of the physical assessment process.
15. **ADJC EDUCATION DIVISION, BEHAVIORAL HEALTH, AND HEALTH SERVICES** shall provide Health education to all juveniles through educational and therapeutic programs and individual instruction on self care and chronic disease management. Other topics shall include:
  - a. Family planning;
    - i. Contraception and abstinence.
  - b. Sexuality, normal anatomy, and physiology;
  - c. Sexually Transmitted Infections(STI)/HIV infection;
  - d. Physical and sexual abuse;
  - e. Personal hygiene;
  - f. Tobacco, alcohol, and other drug use; etc.
16. Prior to release from the secure facility the **QHCP** shall refer any juvenile desiring family planning services to appropriate community resources.

| <b>Effective Date:</b> | <b>Approved by Process Owner:</b> | <b>Review Date:</b> | <b>Reviewed By:</b> |
|------------------------|-----------------------------------|---------------------|---------------------|
| 09/11/2006             | April Randle MD                   |                     |                     |
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